



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday March 19, 2014
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Simon
Pledge of Allegiance – Led by Director Graves
Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. PRESENTATIONS

None

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

1. Projected Cost for the Foundation

Vice-President Steele – Provided an update that the details and information will be provided in approximately a month.

Director Wiesen – Provided an update regarding the Health and Wellness Fair.

E. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT minutes of previous regular meeting dated March 5, 2014

2. Approve Register of District Invoices

Motion by: Director Graves to approve the Consent Calendar

Second by: Director Pease

Vote - Motion Carried – AYES: 5, NOES: 0

F. DISCUSSION AND ACTION ITEMS

1. National Pollutant Discharge Elimination System (NPDES) Permit Renewal Application Package

District Engineer Harris – Provided details of item F-1. There was discussion between the District Engineer, the General Manager, and the Board.

2. Preparation of Plans and Specifications for Wastewater Tertiary Treatment Facilities

District Engineer Harris – Provided details of item F-2. There was discussion between the District Engineer and the Board.

Motion by: Director Pease to authorize HERWIT Engineering to proceed with the preparation of Plans and Specifications for Wastewater Tertiary Treatment Facilities and Effluent Pump Station Modifications, Master Plan Items 5 and 7 in the amount of \$327,990.00 and authorize the General Manager to issue a purchase order for the respective projects

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

**3. Countywide Water/Wastewater Municipal Service Review & Sphere of Influence Study Review
General Manager Howard** – Provided details of item F-3. No action.

**4. Nominees for Independent Special District Selection to the Local Agency Formation
Commission (LAFCO)**

General Manager Howard – Provided details of item F-4. There was discussion between the General Manager and the Board.

Motion by: Director Graves to recommend Dwight Meadows of the Contra Costa Resource Conservation District as the primary and George H. Schmidt of West County Wastewater District secondary

Second by: Director Wiesen

Vote: Motion Carried – AYES: 5, NOES: 0

Director Pease will be the primary and Vice-President Steele secondary as the representatives for the Town of Discovery Bay Board of Directors. Director Pease will attend the Independent Special District Selection Committee meeting dated Monday, April 21, 2014 at 10:00 a.m.

**5. Adopt Resolution No. 2014-06 Establishing Recreational and Team Leagues Rules and Fees
General Manager Howard** – Provided details of item F-5.

Recreation Programs Coordinator Meewis – Provided additional details of item F-5. There was discussion between the General Manager, the Recreation Programs Coordinator and the Board.

Motion by: Vice-President Steele to adopt Resolution 2014-06 Establishing Recreational and Team League Registration, Rules and Fee packages

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

1. District Financial Statement Report for the Period July 1, 2013 to December 31, 2013

General Manager Howard – Provided details of item G-1. There was discussion between the General Manager, the Finance Manager, and the Board.

H. VEOLIA REPORT

1. Veolia Report for the Month of February

Project Manager Fermin Garcia – The month of February report will be provided at the April 16, 2014 meeting.

I. MANAGER'S REPORTS

General Manager Howard – Provided details of the Sanitary Sewer Overflow (SSO) incident on Country Club Drive.

J. GENERAL MANAGER'S REPORT – Discussion and Possible Action

General Manager Howard – Stated that the Community Center Open House was a success.

K. DISTRICT LEGAL COUNSEL REPORT

None

L. COMMITTEE UPDATES – Discussion and Possible Action

1. Community Center Status Report (No written report)

M. CORRESPONDENCE – Discussion and Possible Action

1. R – East Contra Costa County Fire Protection District meeting minutes dated February 3, 2014
2. R – Contra Costa County Aviation Advisory Committee meeting minutes dated February 13, 2014
3. R – State Route 4 Bypass meeting minutes dated February 13, 2014

N. PUBLIC RECORD REQUESTS RECEIVED

O. FUTURE AGENDA ITEMS

1. Limiting the use of water sprinklers/water meters

P. ADJOURNMENT

The meeting adjourned at 7:50 p.m. to the next Regular meeting dated April 2, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road.